

BOARD OF SELECTMEN  
MINUTES  
OCTOBER 16, 2006

Pursuant to notice duly filed with the Town Clerk, a meeting of the Board of Selectmen was held at 7:30 p.m. in the Selectmen's Room.

Present were Virginia McIntyre, Chair; Anne D. Shapiro; Margaret B. Briggs; Gregory P. Howes; and Philip Benincasa, Clerk. Also present was Christopher Whelan, Town Manager.

**CONSENT AGENDA:**

- Town Accountant's Warrants
- Minutes: September 11, 2006; September 12, 2006; September 18, 2006
- One Day Special Liquor License:  
Concord Museum for dinner dance December 2, 2006  
First Parish Church auction November 18, 2006

On a motion duly made and seconded, it was unanimously:

**VOTED:** To approve the consent agenda.

**TOWN MANAGER'S REPORT:**

1. The Town Manager noted the recent fatal accident that took the life of Concord resident Ellen de Gamboa. He urged caution at the Baker Avenue - Route 2 intersection.
2. The Concord Light Plant has completed the undergrounding of power lines along Virginia Road. Telephone and television wires remain on the poles and the Town will be pressing them to remove their wires as well.
3. Visitors from Nanae Japan, Concord's Sister City, are in Concord this week. The Town Manager and members of the Board of Selectmen will meet with them. They are scheduled to tour the Wastewater Treatment Plant where innovative technology is being installed.
4. The Cable Advisory Committee has scheduled a public hearing on October 25<sup>th</sup> to take comment on CCTV contract. There will be information regarding volunteering.
5. Ann Dorfman, Recycling and Solid Waste Coordinator reports that the Drop Off Swap Off Day was very successful. There were no traffic flow problems, this being only the 6th busiest with 725 drop offs made. There is no count of how many residents made use of the Swap Off portion of the event. Many materials will be converted to other uses.
6. Concord Public Works is wrapping up its paving season. Fog lines and center lines have been painted to make roads safer for the winter. Five large trees have been planted in the Keyes Road Parking lot to improve its appearance.
7. The Village Overlay Districts kick-off meeting is scheduled by the Planning Board for October 17<sup>th</sup> at the Town House. This will create a steering committee and a task force for each commercial center to study zoning or other changes to respond to the recommendations of the Long Range Plan.
8. The Town Manager, Assistant Town Manager, and Selectman Howes are continuing to negotiate with Mark White regarding the Strawberry Hill Road land.

In response to questions, the Town Manager noted correspondence from Concord Greene residents regarding reduced speeds and an additional crosswalk on Baker Ave. to improve safety for pedestrians. Mr. Whelan will refer the matter to the Police Department.

**LIAISON REPORTS**

Mr. Benincasa asked that the Agriculture Committee be scheduled to appear before the Board on November 6<sup>th</sup>.

Mr. Howes noted that he attended the wrap-up meeting of the West Concord Family Festival at which funds raised at the event were distributed to various worthy organizations.

Consent Agenda

Town Manager's  
Report

Liaison Reports

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Mr. Howes noted that housing interests in addition to the Affordable Housing Committee wish to comment on the Housing Corporation legislation. He would like to continue the discussion to allow input from all stakeholders.

Ms. Shapiro reported that she learned at a ZBA meeting that Emerson Hospital will inaugurate a new facility at 196 Baker Ave. to address PET scans and persistent wound repair. In addition, she stated that the Our Lady's matter was before the ZBA. The impact of the new language in the Conservation Restriction will be to make the agreements term limited rather than in perpetuity. The ZBA filed its decision with the Town Clerk on October 13<sup>th</sup>, beginning the twenty day appeal period. Mr. Whelan stated that the anticipated closing on the purchase will be before the new year. The Board congratulated the Town Manager for his efforts on bringing the project along in such a way as to preserve an important parcel.

Ms. Briggs stated that the Planning Board is leading the Village Overlay District process. The Board is anxious for full discussion. The planning study process that will last a year and a half, involve site visits, staff and consultant work, and engage all constituents. Town Meeting 2008 will consider the recommendations for potential changes to zoning bylaws. Mr. Howes noted that there is an obvious connection to the Economic Development Council that the Board of Selectmen is planning and asked about the timing of appointments. The consensus of the Board was to review the matrix of Green Cards as the first step in nominations to be made at the October 30<sup>th</sup> meeting.

**CHANGE OF NAME**

Concord Chrysler Plymouth To Concord Collision Center - John Bellantoni

Mr. Bellantoni stated that he is selling the Concord Chrysler Jeep business on November 4, 2006 and retain only the body shop on Westgate Park. The name must be changed as part of the franchise agreement.

Upon a Motion duly made and Seconded, the Board UNANIMOUSLY

VOTED: to approve the name change of Concord Chrysler Jeep, Inc., licensed to buy and sell second-hand motor vehicles at 24 Westgate Park on premises described as follows: Limited to twenty (20) cars, to Concord Collision Center.

**CHANGE OF HOURS – Colonial Inn**

David Grossberg of the Colonial Inn was present to continue discussion on the Inn's request to change its hours of alcohol service to 1AM. Ms. McIntyre noted that the discussion had been continued to allow for public comment and to review the current operations by other licensees. Mr. Whelan reported that several establishments have licenses for the hours that the Inn is requesting; however, they do not generally operate until 1AM.

Mr. Grossberg stated the change in hours would be useful for the convenience of the guests of the Colonial Inn.

Upon a Motion duly made and Seconded, the Board UNANIMOUSLY

VOTED: to approve The Colonial Inn request for a change of hours during which Alcoholic Beverages may be served -- from 12:00AM to 1:00AM with last call at 12:30AM.

**DISCUSS FY08 BUDGET**

Mr. Whelan reported that he had his initial meeting with the Finance Committee Guideline Sub-Committee. In the first part of the process the Committee submits questions about services and perceived needs to town budgeting entities. Mr. Whelan provided copies of his responses. He noted that concerns for underfunding energy expenses have not materialized, but that staffing public safety continues to be an issue. Services are generally in good shape with no unexpected costs.

Change of Name

Change of Hours

FY08 Budget

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Mr. Whelan stated that there is considerable pressure on staff resources as construction, sewerage, land transactions and inspections are increasing. Staff must constantly respond to changing priorities.

The Board asked whether the citizen survey conducted by the Finance Department produced information relevant to budget planning. Mr. Whelan stated that only raw data was available at this time, but that he would schedule a presentation by Jon Harris and Michael Ward who have taken the lead on the project. Some survey respondents will be asked to participate in a focus group to learn more about their opinions.

Continuing the budget discussion, the Town Manager noted spending needs such as an animal control officer, fair and competitive salaries, building maintenance, and Adult & Continuing Education. Adult & Continuing Education has been part of the Concord Public Schools for many years. It has been proposed to transfer this \$60,000 function to the Town Operating Budget. Mr. Whelan will continue to investigate this. On the one hand, it might be a good match for non-profit support; on the other hand it might be modeled on the Minute Man Voc Tech School, which submits a separate warrant article for its budget.

Ms. Briggs proposed the consensus to urge the Finance Committee to incorporate full funding for Adult & Continuing Education in the Guideline, whether that is the Town of School Budget. Ms. Susan Bates, Chair of the Finance Committee, stated that while the Committee would probably fully support the notion of life-long learning, it limits its recommendation to the resources that the Town and Schools would have available for the year, rather than directing funds to particular line items, which is the role of management. The Board agreed to put the Adult & Continuing Education issue on a future agenda and ask both the School committee and the Adult Ed Committee to participate in the discussion.

Ms. Shapiro asked that the Finance Committee review the School Department maintenance plans since this is a component of MSBA reimbursement. Ms. Bates stated that the Committee relies on staff to advise on the requirements of statutes and plans to meet the requirements. The School Committee has expressed its desire to comply to the maximum degree possible so as to maximize reimbursement from the State.

Returning to the discussion of spending needs, the Town Manager noted additional mosquito control funding, full funding for park rangers, increases in building inspector, finance, fire department staffing, funds for the triennial revaluation, emergency planning and sheltering training staff, police equipment and shift coverage, animal control officer, snow and ice account full funding, permit-tracking software, field maintenance, additional street trees, library computers, youth coordinator, senior tax relief program funds increase, visitor center staffing, reserve fund allocation, and Community Preservation Act administrative costs.

The Town Manager stated that all the needs identified total \$1,480,000 or an increase of 9.5% in Town spending. Town Treasurer Tony Logalbo speculated that as much as \$700,000 will be available within the levy limit, which would fund the salary increase for Town employees with a bit more for operating budgets.

Last year the salary reserve was \$550,000 which funded a 3.0% cost of living adjustment and 2.5% step increase for those employees who have not reached the top step. The Board of Selectmen had asked to be involved in the budgeting process in the early stages so that it could be familiar with the impact on Town services of a No Override Budget.

Regarding Capital outlay, the Town Manager stated that the needs identify \$250,000 in addition to last year's amounts, to cover purchase and repairs to police cruisers and fire engines. This account is traditionally funded at 2-3% of the budget. Another 5% is directed to service debt.

**MISCELLANEOUS:**

Miscellaneous

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1. Mr. Benincasa noted the passing of Debra Blumer, state legislator and wife of the former Superintendent of Schools, Irwin Blumer.
2. Mr. Whelan noted the receipt of a traffic study request by Strawberry Hill Road residents. He stated that this is not normally done by the Town, but will be part of permitting the child care facility.
3. Ms. Shapiro noted that the Spelling Bee would occur on November 18<sup>th</sup>. In the past the Board has fielded a team and she urged members to volunteer.

**TOWN MANAGER APPOINTMENT with Board approval:**

On a motion duly made and seconded, it was unanimously:

**VOTED:** To approve the Town Manager's appointment of George Lewis of 58 Potter Street to the Natural Resources Committee as an Associate member, term to expire May 31, 2007.

**COMMITTEE APPOINTMENTS:**

On a motion duly made and seconded, it was unanimously:

**VOTED:** To appoint Victor Bowen of 133 College Road to the Records and Archives Committee, term to expire May 31, 2008 (partial).

On a motion duly made and seconded, it was unanimously:

**VOTED:** To approve the appointment of Mark Merlino, 158 Oak Hill Circle to the Public Ceremonies and Celebrations Committee for a term to expire May 31, 2011.

**EXECUTIVE SESSION RE:**

On a motion duly made and seconded, it was:

**VOTED:** To adjourn the Open Session and to enter into Executive Session to discuss land disposition, not to return to Open Session.

Anne D. Shapiro	Aye
Virginia McIntyre	Aye
Philip H. Benincasa	Aye
Gregory P. Howes	Aye
Margaret B. Briggs	Aye

The meeting adjourned to Executive Session at 9 p.m.

Respectfully submitted,

Philip H. Benincasa, Clerk

Town Manager  
Appointment

Committee  
Appointment

Executive Session